

## **SIEC Briefing Paper on the Statewide Inventory**

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### **Description**

The SIEC must deliver to the legislature a complete inventory of public safety radio systems in the state. Phase 1 was delivered in July and the SIEC continued the development of a more extensive, more comprehensive study. As the SIEC was able to receive Homeland Security funding, Federal Engineering was engaged to produce this fully comprehensive inventory. On October 11, 2004, an expansive survey was made available on the Website:

<http://www.wainteropstudy.com>.

### **Recommendations to the Board**

- This is an update to the SIEC. A complete report will be delivered to the SIEC at their next meeting.

### **Status**

- On November 29, 2004 Federal Engineering presented the raw data collected from state and local agencies.
- The data is representative of approximately 80% of the population of the state.

### **Issues**

Due to slow response to the survey, this portion of the deliverable slipped two weeks behind schedule. This has been mitigated by aggressively focusing resources (including help from SIEC members) on increasing the survey response rate. Although this is a two-week slippage from the contract dates with Federal Engineering, it is still within the timeframe that we originally projected when discussing with the SIEC.

### **Background**

The SIEC has contracted with Federal Engineering to create, post, and analyze a comprehensive radio study that will be used to create a long-term interoperability plan for the State of Washington.

- Staff conducted a series of informational meetings with the Regional Homeland Security Coordinators around the state.
- This was followed up with a series of telephone contacts with each of the primary Public Safety Answering Points (PSAPS), also known as dispatch centers.
- With the help of the Washington Association of Sheriffs and Police Chiefs and the Washington State Fire Chiefs Association, a series of emails were sent to each of the members of the associations' mailing lists, inviting members to a series of regional forums and asking for assistance in working with the inventory.
- This was followed up by "slow mail" to Fire Chiefs and Emergency Medical Service providers, asking them for assistance in filling out the survey.
- Invitations were sent to public safety agencies and Homeland Security Coordinators within Homeland Security Regions to invite them to a specific Regional Forum.
- Press releases were sent out prior to each Regional Forum (with the exception of King County which, because of the location chosen by the host, was not open to the general public).
- Nine Homeland Security Regional Forums were conducted and a tenth forum was conducted at the statewide PSAP meeting in Lynnwood, WA.

- Thereafter, additional emails were sent to each attendee of the forums, people, and agencies within a specific region asking for their assistance.
- A series of reminders were sent to public safety officials by Homeland Security Region, asking them to complete the survey. Help was also offered to those who found this process hard to understand.
- Another email reminder was sent to public safety agencies asking for their assistance.
- In mid-November (two weeks after the proposed end date for the survey) a tactical decision was made. The survey already had a good representation of smaller jurisdictions participating in the process. A new emphasis was made to aggressively ask counties whose populations exceeded 30,000 to participate. Although data was still being collected from smaller jurisdictions, the follow up and emphasis was placed in the area that would yield the greatest results.
- Thereafter, another series of telephone calls were made by Federal Engineering and staff to agencies. Again, this was followed up with a series of email requests.
- Finally, staff asked the assistance of the SIEC in contacting their constituent agencies to ensure that all agencies were given the opportunity to participate in this process.

The original due date for the survey was October 31, 2004. This deadline was extended to November 24, 2004.